



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 11/10/2016	<u>Interviewer:</u> Sue Guenter-Schlesinger (SGS)	<b>RFA #16 – 31</b>
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED] (students)		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED] and [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> Both WWU students		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u> Unwanted comments from another student, [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☐ Female ☒ Administrator ☐ Faculty ☐ Staff ☐ Student ☒  
 Concern Regarding:    Male ☒ Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student ☒

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input type="checkbox"/> Race               | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
11/10/16	SGS meeting with [REDACTED] and [REDACTED]	See meeting notes in file.